



Info@starklawlibrary.org

Stark County Law Library Association

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BEGINNERS

WWW.LEGALETHICS.COM

**The email address,
info@starklaw
library.org really
works! TRY IT!!**

This legal ethics website has a rich history, dating back to 1995 when the Internet was strange new territory to many lawyers. Its mission was to help lawyers understand the Internet and the unique ethical issues that were, and still are developing.

It tracked state and local ethics rulings relating to the Internet, and maintained a comprehensive collection of ethics-related links – all at a time when these materials were not available elsewhere online. All this was done not to market some product or service, but to help lawyers be better lawyers and to help clients be better served.¹

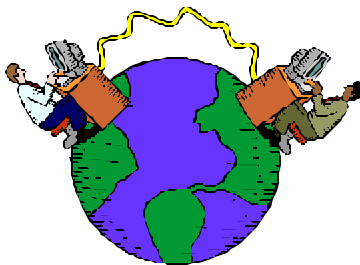
**My favorite aspect
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website.**

Today its wealth is hidden by a simple home page that contains infrequent news briefs on the topic of ethics. At the top of the home page, in the drop-down box "Choose a Category," is the beginning of a great deal of information and links that are legal specific, but not necessarily ethics related. Their categories include: Courts, Ethics, Federal, Laws, Legal Reference, Practice Areas, Reference, Search,

States, and Technology. Each category has from 3 - 34 topics listed in the second drop-down box. The topics include both primary and secondary resources. But my favorite aspect of this web site is the "Add" button on the left side of the news column which allows visitors to add secondary resources to the website.

Legalethics.com provides a gateway to understand the unique ethical issues raised by the Internet and Internet technology. Consumers, lawyers, and state and local ethics authorities will find links to articles, rules, and information relating to Internet ethics issues, including lawyer advertising, confidentiality, and Unauthorized Practice of Law (UPL). The Site also offers links to most of the primary Internet legal research and general ethics resources available on the Internet. In addition to providing a convenient set of tools to conduct online legal research, our goal is to assist the profession establish practical rules, regulations, and guidelines that will protect the public and lawyers.²

**Setting up
conference calls
can be a real pain -
enter VoIP to take
the pain away!**



INTERMEDIATE

VoIP - Part II

Last month this column introduced VoIP which allows phone calls to be placed over the Internet.

Time is money for lawyers. VoIP offers four applications that can make lawyers more efficient and productive.

1. **Call Management.** An application called "Your Assistant" takes advantage of the interoperability between your phone and your computer to offer visual point-and-click access to advanced call management features such as utilizing your PIM (Personal Information Manager) software, ie. ACT!, Goldmine, Outlook, Notes or MS Messenger, so you can just click on a contact's name to dial, then you just pick up your phone to talk. You Assistant has a drop-down menu containing your most frequently called numbers, each call is time/date stamped and you can add notes of your discussion. It's a great way to document your client calls and save them to a the client's folder which you can use for monthly billing because the Assistant keeps a call history that can be sorted by client to give the matter with time/date, duration and annotations. It also comes with an advanced caller ID feature that gives you the standard information plus the call log for that person including call history and your notes on prior discussions.

2. **Conferencing.** "Lawyers are constantly on conference calls." ³ And they can be a real pain to set up. The conferencing application allows you to see who is available for a conference just by looking at your address book. All you have to do is drag and drop a name into the conference box to include him/her to your conference. The application has several "goodies" too. With it, you can hold a virtual sidebar with one or more people in the conference simultaneously, and record the conference and save it as a .wav or .mpeg file. The application is good for "holding internal meetings or conducting firmwide CLE sessions." ⁴

3. **Unified Messaging.**

One of the best applications of VoIP in my opinion is unified messaging, meaning voicemail, e-mail, and even faxes can all be managed from one unified inbox that integrates with your existing e-mail and PIM software... With VoIP, all voicemails and e-mails are handled the same way. Voicemails are automatically received and stored as .wav files and organized automatically into your Lotus Notes or Outlook Inbox under a "Voicemail" folder. ⁵

4. **Mobility and Flexibility.** All clients want to believe that they are your #1 priority. With VoIP you

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VoIP - Part II

can give them that impression by routing your phone calls through multiple call-forwarding profiles with different access levels for each caller. By routing calls to voice mail, an assistant, your cell phone or even your hotel room, it's a great way to stay connected, or unconnected if you choose. With VoIP your home computer and home VoIP phone are connected directly to your office network, giving you the same voice and data access. It even works with your laptop. VoIP

uses a "softphone" application that acts just like your desk phone while you are on the move. The last feature can also be very useful. There is a VoIP application that converts text-to-speech and vice versa. You can have your computer read your e-mail to you, or check your voice mail during a dull meeting with the speech-to-text feature and read your voicemail from a Blackberry or laptop.

Next month - how VoIP can benefit the firm.

ADVANCED

Computer Security - Part I

"Until the machines rise up and become Governor of the state of California, software bugs and glitches caused by simple human error will be the norm." ⁶

"Until the machines rise up and become Governor of the state of California, software bugs and glitches caused by simple human error will be the norm." ⁶ According to a Wikipedia estimate, Windows XP is made up of over 40 MILLION lines of source code. Any wonder there are glitches!

The bad news is that the bad guys, commonly called "crackers," can use these glitches to compromise your computer - usually without your knowledge or permission. Since they attack without your knowledge, how do you know if you have been attacked?!

Below are some symptoms of an exploit:

- Your computer spontaneously reboots
- A lot of stuff on your computer no longer works
- Your computer slows to a crawl
- Your network connection light is blinking way too much
- You notice new, unknown user accounts on your system
- You start getting a lot of application and service errors
- You suddenly run out of disk space ⁷

The old truism - the best offense is a great defense - holds true especially in this case. If you have not experienced any of the above

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Computer Security - Part I

symptoms, NOW is the time to get a good firewall program, install it on all your computers and keep it updated at all times!!

The second thing you should do is create a "Patch List" to keep abreast of new web bugs and program glitches.

Your patch list will contain every program you use in a week's time. List them in order of time spent in each program. Your operating system and Antivirus program should be 1 and 2 on your list! Next month we will discuss how to "patch" these programs.⁸

FOOTNOTES

- ¹ Ambrogio, Robert J. "Web Watch: The 10 Best Sites of the Decade." LawTechnologyNews. 2004 Law Technology News. 4 August 2004. <http://www.lawtechnews.com/r5/showkiosk.asp?listing_id=414691&category_id=27902>.
- ² "LegalEthics.com Introduction." LegalEthics.com. 1995-2004. Internet Legal Services. 5 August 2004. <<http://www.legalethics.com/help.law>>.
- ³⁻⁵ Na, Christian. "VoIP: Voice Over Internet Protocol - VoIP for Lawyers." Law Practice Today. June 2004. American Bar Association. 6 August 2004. <<http://www.abanet.org/lpm/lpt/articles/ptr06041.html>>.
- ⁶⁻⁸ Crispin, Patrick Douglas. " Exploits and Patch Management." The Internet Tourbus. Volume 10, Number 2. 24 July 2004. Rankin & Crispin. <<http://listserv.aol.com/cgi-bin/wa?A2=ind0407d&L=tourbus&T=0&F=&S=&P=61>>

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